



JOHN EDGAR TRUST

Management Development Scheme

Application Form for 2016/2017 Course



- Completed applications should be emailed to the Course Administrator by **20th May 2016**.
- The information which you give will be treated as confidential by the Trustees and their appointees.
- Interviews will be held by invitation at the Royal Agricultural University, Cirencester on **22nd June 2016**, following which awards for places on the scheme will be made.
- The application form should be filled in on the computer and submitted as an email attachment together with a digital passport-style photograph of the applicant and the requested 500-word composition.
- Paper or handwritten forms will not be accepted.

Please read the Application Form Notes before completing this form.

Your details:

Surname:

Title:

Forenames:

Address:

Postcode:

Date of Birth:

Email:

Telephone:

Mobile:

Details of present employment:

Details of employer:

Name: _____ **Position:** _____

Address (& Company): _____

Postcode: _____ **Email:** _____

Telephone: _____ **Mobile:** _____

Your education (i.e. schools, colleges or universities) in chronological order:

<u>Year(s)</u>	<u>Establishment</u>

Details of relevant qualifications:

<u>Year</u>	<u>Qualification</u>	<u>Subject(s)</u>

Details of employment in chronological order:

	From	To	Employer, Location & Business Type
1			
2			
3			
4			
5			
6			

Details of position and responsibilities in jobs listed above:

- 1
- 2
- 3
- 4
- 5
- 6

Details of participation in any organisations with office(s) held:

What are your intentions in respect of your career / business development?

Full participation in the scheme requires the co-operation of a senior manager, business partner or parent (where applicable). Have you sought this?

Yes No From whom?

Please give the name and contact details of one person, other than a close relative, who would be prepared to vouch for your character and suitability for an award.

Name: _____ **Position:** _____

Address: _____

Postcode: _____ **Email:** _____

Telephone: _____ **Mobile:** _____

Have you informed this person that JET might be in contact? Yes Not yet, but I will

**As a separate document, set out in five hundred words, what you think are the challenges facing a manager in day-to-day control of a business; what are the chief tasks; and what skills, knowledge qualities and abilities are required to be successful?
(Please email with your completed application as a pdf or Word document)**

**If you are selected for the Course, you will be asked to contribute £500 in advance towards the costs of your training. Bursaries are available at the discretion of the Trustees.
Might payment of this fee present a problem to you? No Yes**

Please indicate how you became aware of the John Edgar Trust.

You may add any other brief comments or information here:

Please tick as appropriate each statement below:

I confirm that all details given in this application form are true and accurate.

I have renamed my completed form to include my name e.g. "JET-Application_John Farmer"

I will email my passport-style photograph with this completed application form.

I will email my 500-word composition with this completed application form.

I understand that the John Edgar Trustees reserve the right to offer or to withhold an Award, and that their decision is final.

I am available if invited for interview at Cirencester on Wednesday 22nd June 2016.

I confirm that I am available on 14th to 18th November 2016, 9th to 12th January 2017 and 28th February to 3rd March 2017.

If I am not able to attend each of these three modules in full I understand that I will not be able to take part in the programme.

I am prepared to complete an assignment for academic accreditation purposes after the end of the Course if requested to do so.

I will confirm these statements in writing if requested to do so.

Name:

Date:

See the Application Form Notes for instructions on submitting your application.